



# WINTERTON-ON-SEA PARISH COUNCIL

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Chairman to the Council: Mark Bobby

Clerk to the Council: S. Kent

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## Minutes of Winterton-On-Sea Parish Council Meeting held at the Village Hall at 7.30pm on Wednesday 30 June 2021

### 1. Appointment of Chairman of the Council for the Ensuing Year

Councillor (Cllr) Coe PROPOSED Mark Bobby as Chair, seconded Cllr Clegg.

### 2. Declaration of Acceptance of Office of Chairman of the Council

The acceptance of office form was signed by Cllr Bobby.

### 3. Election of Vice-Chairman

Cllr Bobby PROPOSED Cllr Coe as Vice-Chairman, seconded Cllr McMahon.

**4. Attendance** – Apologies were noted from Cllr Carr – other engagement and Great Yarmouth Borough (GYBC) Cllr Galer.

**Present:** Cllrs Bobby, Clegg, Coe, McMahon, Hartley (Part), Parcell, Punchard and Cllr Smithson.

Norfolk County Councillor (NCC) and GYBC Cllr Bensly was also in attendance.

Five members of the public were in attendance with the Parish Clerk.

Cllr Hartley joined the meeting 7.40pm

### 5. Declarations of interest and dispensations

Cllrs Smithson and Hartley reminded Council of dispensations in place regarding the allotments and Cricket Club. Cllr McMahon declared an interest in planning application: 06/21/0410/F.

**6. Minutes of the meeting** - held on 28 April 2021 It was **Resolved**, PROPOSED Cllr Clegg seconded Cllr Coe to agree the minutes as a true and accurate record, they were duly signed.

**7. Matters arising from the previous minutes, for information only** - no updates

### 8. Public Participation

Cadet Troop 901 introduced a new team member and added that they had raised £2165 for new cadet's kit from a sponsored walk. The Chairman welcomed the new staff member and congratulated the group on the 20 years anniversary this year with their continued enthusiasm and benefit to local young people.

Winterton Bloomers Cllr Coe gave an update he had received from the group. Six new people had joined as members to their team. Some plants had been stolen which Councillors commented as disappointing. Cllrs AGREED to contact local Police to highlight this. It was noted that the Cricket Club had been watering the flower beds close to the playing field entrance. Cllr Parcell added that the Council lawn mower had been serviced and repaired. Cllr Punchard added how beautiful the village looked.

### Great Yarmouth Borough and County Councillor James Bensly

Covid-19 - Cllr Bensly gave thanks to the Parish Council for their work during the pandemic to support the most vulnerable in the community.

Grass cutting - new grass cutting information was shared from Norfolk County Council who had agreed to 'pause' grass cutting in May and June in order to protect bees and pollination. Council members added that although they understand the importance of the matter this was not communicated 'at all' and thus had wasted valuable resource. Better communication would have enabled Council to share this information with local residents who are proud of their village.

Traffic Management - NCC Improvements to speed reduction and road surfacing is planned over the next four to five years starting in the west. Cllr Bensly added how this timescale would allow the Parish Council time to establish what is needed within the village. Cllr Coe added that NCC

Officers had agreed to meet in September for a visit to the village to share their expertise in traffic management. Immediate improvements would include the addition of a flower display or sign close to the 'H' bar on King Street, paid from Cllr Bensly's ward budget. Gritting was also being looked at with suggested routes given to Cllr Bensly. **CLLRS/CLERK**

**9.Clerk's Report** – previously circulated was noted.

**10.Correspondence and Consultations:** North Norfolk Local Plan - Initial Consultation on North Walsham West. Please visit [www.north-norfolk.gov.uk/northwalshamwest](http://www.north-norfolk.gov.uk/northwalshamwest) to comment. Noted.

**11.Planning:** To consider applications or decisions received from GYBC for comment:

**(a) Applications received** from Great Yarmouth Borough Council (GYBC):

**06/21/0410/F:** Proposed demolition of garage/car sales building and construction of no.2 4 bedroom detached dwellings with garages: Caters Service Station Black Street, NR29 4AP.

**Council comments:** Concerns were raised in relation to impact on the environment and requested for an environmental study, lack of parking. Comments from the community included the request for a row of terrace houses to be considered rather than the proposed two large bungalows.

**06/21/0426/F:** Amendment to pp.06/20/0136/F - Extensions and Alterations to Existing Chalet Bungalow (as Approved 30.6.20), 1) Reduction of single storey side extension 2) Removal of proposed chimney, dormer and roof lantern, 3) Revision of doors and windows 4) Alterations to internal layout: Winfield Empson's Loke, NR29 4AR.

**Council comments:** No objections

**06/21/0311/F:** Proposed demolition of existing property and erection of one, three-bedroom chalet bungalow: The Ark North Market Road, NR29 4BH.

**Council comments:** Concerns were raised in relation to impact on the environment and requested for an environmental study as it is adjacent to a SSSI site.

**06/21/0319/F:** Propose front and rear extension; replace roof to form additional accommodation LOCATION: 23 The Holway, NR29 4BU.

**Council comments:** Objections raised are based on the original application.

**(b) Decisions** received from GYBC: **06/21/0219/F:** To install 2no. Uhlmann Force 10 Storm umbrellas in rear patio Area, LOCATION: Poppy's, Beach Road Winterton, NR29 4AJ. GYBC DECISION GRANTED.

**(B) Broads Authority Decisions:** None.

**(C) Neighbourhood Plan update** – Cllr Bobby stated that Collective Community Planning had completed assessments to recommend a candidate to examine the Winterton-on-Sea Neighbourhood Plan. Once an examiner is appointed by GYBC their report should be completed sometime in August. Further updates will follow.

## **12.Village Matters**

Grass-cutting – Cllr Clegg gave further update to the conversation taking place earlier in the meeting which included site visits with local contractors, further communication with GYBC Officers and work with local groups. She gave thanks to John Tweed who kindly volunteered to do extra cutting on the village green, to other people in the village who have been cutting areas but may not be known to Council and to the Clerk for her support.

## **13.Updates from Cllrs**

(a) Traffic Management Working Group – Cllr Coe gave an update in relation to feedback received from residents in support of the cones placement. He added that a meeting with NCC Highways

Officers in September is planned with ongoing evidence required to support this. Residents and Cllrs can continue to send photos and emails to [wintertoncarparking@gmail.com](mailto:wintertoncarparking@gmail.com).

(b) Welcome Back Support Fund GYBC – Cllr Punchard gave an update on behalf of Cllr Carr who had met with GYBC senior staff. She confirmed the village will be receiving kick-foot sanitisers, extra waste bins and barriers to support the village in response to the latest reduction of restrictions. She also gave thanks to Cllr Carr for her work with this.

(c) Environment: Cllr Punchard updated Council

RSPB – Work is ongoing to protect the little terns from dogs and kestrels.

Endure Project – NCC are doing some work around signage to protect the sand dunes.

Fisherman's Heritage Walk – The Open University had had been in contact to suggest some sonic postcards from audio walks linking the school and intergenerational work.

Seal Mural – Agreement from GYBC has been received to paint a mural on the outside of the village toilets. GYBC have requested clarification on ongoing maintenance for the artwork. Cllr Smithson suggested the income from the Garage Sale contributes towards the costs of the mural and maintenance. Cllr Punchard added the toilets are now going to open all year round with some excellent partnership working.

Coastal Partnership East – A strategic meeting had taken place to gather more information regarding the coastline in the village. Cllrs added the coastline was in a good position in relation to other villages along east Anglian coast due to the distance of the shoreline.

(d) Low Road Surfacing Project – Cllr Hartley informed Council that the project is now completed with favourable feedback received from a local resident. It was quoted that the footpath had 'transformed' his life. The Clerk confirmed NCC Communications and the Mercury had agreed to write a case study capturing the success of the project and the difference it had made to parishioners' lives. Cllr Smithson added that the allotment project would not have been able to progress without the support of County Officers. By working in partnership, the Parish Council had saved £3000 in additional costs.

#### **14.Financial Matters:**

(a) Bank reconciliation –receipts and expenditure payments for May and June 2021 previously circulate were received. It was **RESOLVED**, PROPOSED Cllr McMahon, seconded Cllr Clegg to approve payments and note receipts.

##### **Balance per bank statements as at 30/6/21:**

Unity Current Account £38,368.20,

Unity Savings Account £49,053.25

Total: £87,421.45

(b) AGAR - Minutes of the Annual Governance Annual Return Meeting held 21 June 2021 and included: a) Annual Governance Statement b) Accounting Statement c) Annual Internal Audit Report and d) Accounts for the Year ended 31 March 2020. To note variances and notice of elector's rights were received. Noted.

(c) Toilets – It was **RESOLVED** to pay the second payment contribution for cleaning in 2021- PROPOSED Cllr McMahon, seconded Cllr Punchard.

(d) Asset Register – The asset register was reviewed with no new updates.

(e) Insurance - To note latest renewal date of February 2021 as requested by internal auditor.

#### **15.Administration** - The following policies were reviewed and adopted:

(a) Standing Orders, Financial Regulations, Code of Conduct

(b) Complaints Policy, Data Protection Policy, FOI Model Publication Scheme

(c) Council risk assessment

(d) Addition of a 'Volunteer Policy' was AGREED – next meeting. **CLERK**

## 16.Items for the next agenda

Cllr Roles and responsibilities, Action Plan and Engagement Strategy

Cllr Parcell requested for Council's appreciation of Shirley Weymouth's work within the village.

As former Town Mayor Shirley was recognised by Cllrs as a 'force to be reckoned with' and of great support to the village and local charities. She will be sadly missed and thoughts are with her family and friends at this time.

## 17.Next meeting – Parish Council Meeting on Wednesday 28 July 2021 – 7.30pm

### Payments List May 2021

Staffing	HMRC/Salaries/Pension	£1,970.27
Winterton Newsletter Association	Newsletter	£500.00
Clerk Expenses	Padlock	£6.50
GES	Water Installation Inspection	£918.00
Martham DIY	Maintenance	£4.10
Vortex Grounds Maintenance	Grass cutting	£432.00
EON	Electricity	£70.21
Clerk Expenses	Zoom meeting	£14.39
Council	Mobile Phone Contract	£29.99
Bulb	Electricity	£83.56
Total		£4,029.02

### Payments List June 2021

Staffing	Salaries/HMRC/Pension	£1,963.40
Pat Carver	Litter Picking	£545.40
Clerk Expenses	Mobile Top Up	£10.00
L.Callow	Audit	£300.00
Skippers Printing	signage	£18.00
Vortex Grounds Maintenance	Grass cutting	£432.00
Clerk Expenses	Zoom meeting	£14.39
DS Carpentry	Fence installation/VHall Door Repair	£720.00
Playing field Facilities	Utilities	£24.40
Anglian Water	Utilities	£63.35
Council	Mobile Phone Contract	£29.99
Bulb	Electricity	£83.56
<u>Total</u>		£4,204.49

The meeting closed at 8.55pm

Signed .....Chairman